



CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	BOARD OF LANDSCAPE ARCHITECTS
MEETING DATE AND TIME:	Thursday, February 12, 2009 at 9:00 a.m.
PLACE:	Conference Room B, Cannon Bldg, 861 Silver Lake Blvd Dover, DE 19904
MINUTES APPROVED	May 14, 2009

MEMBERS PRESENT

Ronald Sherman, Public Member, President
Deborah Van Dermark-Billeter, Professional Member, Secretary
Matthew Spong, Professional Member, Treasurer
Rodney Robinson, Professional Member
Goodwin Cobb, IV, Public Member (9:29 a.m. – 10:37 a.m.)

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Allison Reardon, Deputy Attorney General
Shauna Slaughter, Administrative Specialist
Kay Warren, Deputy Director

CALL TO ORDER

Mr. Sherman called the meeting to order at 9:09 a.m.

REVIEW OF MINUTES

The Board reviewed the minutes for the November 13, 2008 meeting. Mr. Spong made a motion, seconded by Mr. Robinson, to approve the minutes as presented. The motion carried unanimously.

UNFINISHED BUSINESS

Review Draft of Proposed Language for Rules and Regulations Regarding Experience and Education

The Board reviewed a draft of proposed regulation changes that was prepared by Ms. Reardon regarding the experience and education requirements for licensure. Changes were suggested by the Board. This item will be reviewed again at the May meeting.

Discussion Regarding the Language in Section 7.0 Regarding Approved CE

A discussion took place regarding the need to change the language in section 7.0 regarding approved CE. Ms. Reardon suggested that the Board review the CE regulations used by the Geology board to use as an example. This item will be discussed further at the May meeting.

Introductions took place for the benefit of the new member, Mr. Cobb.

NEW BUSINESS

License Issuance Authority: Kay Warren, Deputy Director

Ms. Warren addressed the Board regarding the current license issuance process, and she spoke to them regarding the operational changes memo that was sent out by Mr. Collins. Ms. Warren requested that the Board delegate authority to the division to issue licenses for all applications that do not have any issues that would require Board review. This would allow licensees to receive their licenses faster because they would no longer have to wait for the Board to meet before being issued their license. The Board would then ratify the decisions at the next meeting. This process would improve the time it takes for applicants to be licensed and would also allow the Board to focus more of their meeting time toward reviewing their statute and regulations to make necessary changes. Mr. Robinson made a motion, seconded by Mr. Spong, to delegate authority to the division to issue licenses for exam, reciprocity, reinstatement, and certificate of authorization applicants that do not have any issues that need Board review, with the exception of applicants who do not have a degree in landscape architecture. The motion carried unanimously.

Review of Application for Licensure by Reciprocity

The Board reviewed Paul Lepard's application for licensure by reciprocity. Mr. Sherman made a motion, seconded by Mr. Cobb, to approve the application. The motion carried unanimously.

Review Request from Thomas Ford for an Extension of Time to Obtain Required CE

The Board reviewed Mr. Ford's request for additional time to obtain the required continuing education for license renewal. Mr. Goodwin made a motion, seconded by Mr. Spong, to approve the request. The motion carried unanimously. The extension will be granted for two years. Mr. Ford will also be notified that he will need to obtain the CE for both the 2007-2009 and the 2009-2011 licensure periods within the two year extension period.

Review Requests for Inactive Status

The Board reviewed the request for inactive status from Mary Hamilton McKenna. Mr. Spong made a motion, seconded by Mr. Cobb, to approve the request. The motion carried unanimously.

The Board reviewed the request for inactive status from David Chao. Mr. Spong made a motion, seconded by Mr. Cobb, to approve the request. The motion carried unanimously.

The Board reviewed the request for inactive status from Andrew Stine. Mr. Spong made a motion, seconded by Mr. Cobb, to approve the request. The motion carried unanimously.

The Board reviewed the request for inactive status from Russell Jones. Mr. Spong made a motion, seconded by Mr. Cobb, to approve the request. The motion carried unanimously.

The Board reviewed the request for inactive status from Leslie Norvell. Mr. Spong made a motion, seconded by Mr. Cobb, to approve the request. The motion carried unanimously.

The Board reviewed the request for inactive status from Amy Scott. Mr. Spong made a motion, seconded by Mr. Cobb, to approve the request. The motion carried unanimously.

The Board reviewed a request from Michelle Jaye Floam to renew the inactive status on her license. Mr. Spong made a motion, seconded by Mr. Cobb, to approve the request. The motion carried unanimously.

A brief discussion took place about establishing an emeritus status for landscape architects. This item will be placed on the May agenda for further discussion. Ms. Slaughter will also add an agenda item for the Board to discuss and develop a strategic plan.

Election of Officers

Mr. Spong made a motion, seconded by Mr. Sherman, to elect Mr. Robinson as board President, Ms. Van Dermark-Billeter as Secretary, and Mr. Spong as Treasurer. The motion carried unanimously.

Request from Elaine Webb (DNREC), for a Board Member to Serve on the DNREC Regulatory Advisory Committee for Review of Delaware Sediment and Stormwater Regulations

The Board reviewed a request from Elaine Webb from DNREC, in which she requested for a Board member to volunteer to serve on the DNREC Regulatory Advisory Committee. Ms. Van Dermark-Billeter was serving on the Committee, but is no longer able to. The Board requested additional information regarding the meeting frequency and the committee member's responsibilities. Ms. Slaughter will contact Ms. Webb for additional information and this item will be discussed further at the May meeting.

Other Business before the Board (For Discussion Only)

Ms. Van Dermark-Billeter asked who determines what positions exist at Del-DOT and DNREC. She wondered why there were no landscape architects on staff at those organizations. Ms. Reardon advised that the positions would be determined by the Secretary of Transportation and the Budget office. Mr. Robinson advised that they normally have Architects on staff that would handle any landscape architect duties.

Correspondence

There was no correspondence.

Public Comment

There was no public comment.

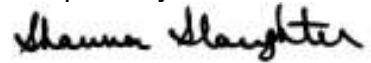
Next Meeting Date

The Board will hold the next meeting on May 14, 2009, at 9:00 a.m. in Conference Room "B" of the Cannon Bldg., 861 Silver Lake Blvd., Dover, Delaware.

Adjournment

There being no further business before the board, Mr. Cobb made a motion, seconded by Mr. Sherman, to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 10:37 a.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Shauna Slaughter". The signature is written in a cursive, flowing style.

Shauna Slaughter, Administrative Specialist II
Board of Landscape Architects